Kirton in Lindsey
Actively Supporting Sport
In the Community
KLASSIC

You are hereby invited to attend a
Meeting of the KLASSIC Charity Committee on

Tuesday 17th November 2026

Proceedings will commence at 7pm in the hall at KLASSIC, Kirton in Lindsey.
The Agenda is set out below.
Members of the public and press are welcome to attend.

Cheri Morton
Venue Manager
11th November 2026

It is recommended that residents wishing to speak at the meeting under public participation notify the Venue Manager to ease meeting management.

AGENDA

2611/01 Election of Members
To receive the regular users invited to join as non-voting members.

2611/02 Apologies for Absence
To receive apologies for absence notified to the Venue Manager prior to the meeting and agree any actions required.

2611/03 Declarations of Interest / Dispensations
a. Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register. Members declaring interests should identify the Agenda item and the type of interest being declared. **MEMBERS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS.**
b. For the Committee to note any dispensations presented prior to the Meeting and their resolution.

2611/04 Public Participation
Members of the public may raise subjects, which they wish to bring to the attention of the KLASSIC Trustee. The time will be restricted to 15 minutes maximum unless the Trustee decides otherwise. Members of the public should note that decisions cannot be made at this meeting on items not on the agenda and that no discussion can be entered into once the meeting has commenced, unless the meeting is suspended by the Chair.

2611/05 Minutes
To approve the minutes of the meeting held on 20th October 2026.

2611/06 Finances
a) To receive an update regarding financial oversight checks.
b) To receive copies of the KLASSIC financial documents sent to Trustee Members with this agenda, and agree any actions required.
    1. Accounts Receipts
    2. Accounts Payments
    3. Bank Statements
    4. Bank reconciliations
c) To discuss the S106 funding available and agree any actions required.

2611/07 Trustee Annual Report
To discuss the Independent Examiners (IE) draft Report, draft Receipts and Payments and draft Statement of Assets & Liabilities and agree any actions required.

2611/08 KLASSIC Charity
To receive any update from the Charity Commission and agree any actions required.

2611/09 Policies, Procedures and Risk Assessments
a) To receive an update on the Fire Risk Assessment actions.
b) To receive an update on policies needed to apply for funding etc.
c) To receive an update on the Business Continuity Plan and agree any actions required.

2611/10 Staffing
To receive an update from the Staffing Working Group and agree any actions required.

2611/11 KLASSIC Maintenance & Assets
a) To receive an update on the application for the tractor container funding and agree any actions required.
b) To receive an update regarding the KLASSIC directional signage in the town and agree any actions required.
c) To receive an update on the booking system and agree any actions required.
d) To receive an update on the refurbishment of the kitchen and agree any actions required.
e) To consider the use of KLASSIC car park by Newett Homes any actions required.
f) To consider purchasing software needed by the Venue Manger to securely redact documents and agree any actions required.

2611/12 KLASSIC User Groups
To receive any updates on KLASSIC user groups, including any new users & changes to regular bookings and agree any actions required.

2611/13 Kirton Lindsey Shed
To receive an update from the Sheds Working Group and agree any actions required.

2611/14 Date of next Trustee Meeting
To confirm, subject to change in circumstances, the date and time of the next KLASSIC Trustee Committee meeting as **Tuesday 15th December at 7pm**.
NOTE: Agenda items to be submitted in writing prior to Friday 4th December.

2611/15 Exclusion of the Public & Press
To consider the exclusion of the public and press under the provisions of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the matters to be discussed.

2611/16 KLASSIC Finances
To discuss the annual user fees, including Kirton Shed, and agree any actions required.

2611/17 KLASSIC Maintenance & Assets
To receive an update from the Venue Manager and agree any actions required.

2611/18 Policies, Procedures and Risk Assessments
Motion- that the Klassic Venue manager submits all passwords, codes and usernames to the XXXX including any IT equipment, mobile phones, gate/door codes and any password/username changes as soon as possible to the XXXx, which will be kept in a secure location in case of emergency at xxxx. Time frame: To be accessible as soon as possible in the event of an emergency. (JK)